

# AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

2. Amendment/Modification No. A03	3. Effective Date 02/08/2007	4. Requisition/Purchase Req. No.	5. Project No. (if applicable) 1 5
6. Issued By Millennium Challenge Corporation 875 Fifteenth Street, NW Washington, DC 20005		7. Administered By (If other than Item 6) Code	

8. Name and Address of Contractor (No., Street, County, and Zip Code)	(X)	9A. Amendment of Solicitation No. MCC-07-RFP-0008
	X	9B. Date (See Item 11) 12/21/2006
		10A. Modification of Contract/Order No.
		10B. Date (See Item 13)
Code		Facility Code

## 11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers ☒ is extended ☐ is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. Accounting and Appropriation Data (if required)

## 13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACT/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

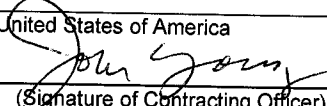
A. This change order is issued pursuant to: (Specify authority) The changes set forth in item 14 are made in the Contract Order No. in item 10A.
B. The above numbered Contract/Order is modified to reflect the administrative changes (such as changes in paying office, appropriation date, etc.) Set forth item 14, pursuant to the authority of FAR 43.103 (b)
X C. This supplemental agreement is entered into pursuant to authority of: Mutual Agreement of the Parties
D. Other (Specify type of modification and authority)

E. IMPORTANT: Contractor ☐ is not, ☒ is required to sign this document and return 1 copy to the issuing office.

14. Description of Amendment/Modification (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

The purpose of this Amendment is to provide responses to the questions received by the January 31, 2007 due date.

Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. Name and Title of Signer (Type or Print)		16A. Name and title of Contracting Officer (Type or Print) John Young Contracting Officer 202. 521.3680	
15B. Contractor/Offeror  (Signature of person authorized to sign)	15C. Date Signed	16B. United States of America  (Signature of Contracting Officer)	16C. Date Signed 2/8/07

NSN 7540-01-152-8070

PREVIOUS EDITIONS UNUSABLE

30-105

STANDARD FORM 30 (REV. 10-83)

Prescribed by GSA FAR (48 CFR) 53.243

1. Per Amendment 2, question and answer number 34, we understand that salaries for proposed TCN's and CCN's will be negotiated at the task order stage. However, since there is a possibility of utilizing TCN's or CCN's at the task order stage, please clarify if offerors should propose a multiplier for indirect cost and fee recovery on TCN/CCN salary for the base year and each option period as part of our cost volume submission? If so, will this multiplier be evaluated in the price/cost evaluation factor specified in M.4 (A)?

**MCC's Response:** No, MCC does not use multipliers.

2. If a subcontractor under the ID/IQ contract does not participate in a task order but its prime contractor does, is the subcontractor precluded from providing implementation services for any related subsequent contract?

**MCC's Response:** Clarification on conflict of interest would be made at the task order level and it would be hard to determine at this time due to the lack of pertinent information to make a sound decision.

3. Amendment 2, Page 2, MCC Response to Question 1A. "No, if CPRs are available for the last three years you may include them within Volume 1, Annex 3, and PPQs and PPRs will not be required." Please confirm that PPRs are NOT required if the offeror submits CPR or PPQ whichever is available.

**MCC's Response:** PPR's are not required if the offeror submits CPR or PPQ whichever is available.

4. Amendment 2, Page 8, MCC Response to Question 27C. "How many CVs may be submitted per labor category?" the MCC's response was, "None." However, there is a requirement under Section L.5.3.1, "Annex 1. Curriculum Vitae and Description of Ongoing Work." Please clarify MCC's requirement for submission of CVs in the Volume 1 of the proposal.

**MCC's Response:** The response to question 27c, Page 8 of Amendment 2 was specific to Section H.15 (p.18) of the RFP. Under Section L.5.3.1 "Annex 1. Curriculum Vitae and Description of Ongoing Work" there is no minimum or maximum number of CVs required per labor category, however each offeror should submit a collection of CVs to allow for the evaluation of technical capability. These CVs should be included in Annex 1 of the proposal.

5. We are somewhat confused about the distinction between the CPR and the PPQ. We gather that the PPQ form we would need to send to clients (for projects not already in the CPR database) is the one in Attachment 2, and is the same as the standard CPR form. Is this correct?

**MCC's Response:** Yes

6. If this is correct, it raises another issue. The CPR form seems specifically designed for use by clients that are US federal agencies. There is reference to COTRs, 'Assistant director' levels, "Governmental Review" and "Agency Senior Personnel Review" (Attachment 2, CPR Instructions). For clients that are, saying, non-profits or foundations, these categories do not necessarily apply. It is not specified who would fill in and approve the form other than individuals in these specific government categories; it seems the form and instructions would be quite confusing to other clients. Therefore is this form appropriate for sending to clients of this type? Is there an alternative PPQ form?

**MCC's Response:** There is no alternate PPQ; however Attachment 2 can be modified utilizing role replacement titles – see samples below:

<u>Government</u>	<u>Non-Government</u>
Government, Agency	Firm, Client, or Organization
COTR/COR	Program/Project Manager

**Having said that it is important that all firms use good business judgment when completing the past performance information and to submit forms that fit the situation and by providing information that addresses clearly the past performance relationship.**

7. Related to this, the CPR instructions in Attachment 2 describe a process by which the COTR fills in the CPR, the contractor (us) responds with comments, and the form is sent back for "Governmental review at a higher level". This too seems inappropriate for clients that are not Federal Government Agencies. In addition, there is the issue that this back and forth may be very time-consuming; the process must be completed before the end of February. Is it possible to avoid the comments/rebuttal process and just send the form to the client once?

**MCC's Response: If the client organization does not give you (contractor) an opportunity to comment on the performance evaluation then you answer the question with an "N/A".**

8. p. 45: Section L.5.3.2 (Past Performance survey): The section states (under (a)) that we must provide a minimum of three past performance references. We assume these three are to correspond to the Past Performance Questionnaires (PPQs) to be sent to previous customers. Please confirm whether this is the case.

**MCC's Response: Yes. The offeror may submit either the attached CPR or similar standard forms for the past performance references requested.**

9. Regarding how these PPQs are to be submitted to MCC, we infer that we are to ask past customers to send the filled forms back to us to be included in the proposal. Is this correct?

**MCC's Response: Yes**

10. Who are the five existing IDIQ contract holders?

1. Mathematica Policy Research
2. Abt Associates
3. IRIS Center
4. MIT Poverty Action Lab
5. NORC

11. How many task orders has each of them been awarded?

**MCC's Response: This information is not relevant for preparing a response for the RFP, however, you may obtain it by making a Freedom of Information Act (FOIA) request to our Office of General Counsel.**

12. What is the value of each of these task orders?

**MCC's Response: This information is not relevant for preparing a response for the RFP, however, you may obtain it by making a Freedom of Information Act (FOIA) request to our Office of General Counsel.**

13. Is our understanding correct that both the prime and subcontractors experience will be counted as the "Offeror's" experience as referred to in M.3.3 Past Performance Surveys "The government will assess the quality, relevance, and recency of the Offeror's past performance on projects of similar size, complexity, nature and scope within similar periods of performance as it relates to the probability of successful accomplishment of the required effort (see attachment 2)."

**MCCs Response: The subcontractor would only be counted if they perform a significant part of the work or are included in a joint venture or partnership agreement. The proposal should clearly demonstrate this relationship.**

14. Is our understanding correct that both partners experience, in a joint venture arrangement, will be counted as the "**Offeror's**" experience as referred to in M.3.3 Past Performance Surveys "The government will assess the quality, relevance, and recency of the **Offeror's** past performance on projects of similar size, complexity, nature and scope within similar periods of performance as it relates to the probability of successful accomplishment of the required effort (see attachment 2)."

**MCC's Response:** The subcontractor would only be counted if they perform a significant part of the work or are considered to be a joint venture or partnership. The proposal should clearly demonstrate this relationship.

The subcontractor would only be counted if they played a significant role in performance (more than 51%).

15. Under L.5.3.1 there appears to be a requirement for submission of Curriculum Vitae and Descriptions of Ongoing Work under Annex 1. In reference to the above:

a. Is there a template that MCC prefers for Annex 1?

No.

b. Is there a page limit for each Curriculum Vita?

No. Just the overall limit of 35 pages for the Annexes

c. In total how many Curriculum Vitas are required/ allowed? And

Each offeror should determine the number of CVs to be included in the proposal.

d. Is it your intent to receive one Curriculum Vita for each of the stated positions of Program Manager, Senior Analyst, Junior Analyst, Research Assistant, and Secretary/ Administrative Assistant?

Not necessarily. Each offeror should determine the number of CVs to be included in the proposal.

16. Section J – Attachment 2 does not have space for specific requested information noted under L.5.3.2 a). Namely "provide a maximum of three (3) relevant past performance references for efforts performed of projects of similar size, complexity, nature, and scope, within the past three (3) years, including the information below ... DUNS Number, ... Government contracting activity and current address, ... Government contracting administration activity and Administrative Contracting Offer's name, email address, telephone, and fax numbers, ... Government contract administration activity's Pre-Award Monitor's name, e-mail address, telephone and fax numbers ..."

a. Would you like us to add these missing pieces into Section J–Attach? 2? and

b. If so where in Section J – Attachment 2?

**MCC's Response:**

a. No, unless you choose to add the information onto a separate page(s).

b. Section J – Attachment 2 is the last document included in the RFP.

17. In L.5.3.2 Past Performance Survey, it is noted that "The Offeror shall provide a list of any contracts terminated for convenience or terminated for default within the last three years from the date of this solicitation." Is this to be listed in the Volume 1 Proposal Sections (1 through 4) - 25 total pages or Volume 1 Proposal Annexes (1 through 3) - 35 total pages.

**MCC's Response:** You may include this information in Volume 1, Annex 3.

18. We are a minority-owned, new, small business. We have the expertise and are able to put together teams that will provide high-quality solutions to MCC-07-RFP-0008. However, the firm has no past performance record. Without compromising quality of solutions delivered to MCC, has MCC considered

Amendment 3  
MCC-07-RFP-0008

setting aside a few awards to allow a more even competition among such entrants, than would be case if they were to compete major players in development?

**MCC's Response:** No, however, please see section M5 of the RFP:

***"M.5 CONTRACTING WITH SMALL BUSINESS CONCERNS AND DISADVANTAGE ENTERPRISES***

*MCC encourages the participation of small business concerns and disadvantaged enterprises in this program in accordance with FAR Part 19. Accordingly, MCC intends to make award to one or more small businesses if rated "satisfactory" in technical capability. Large businesses may be considered for award only if they are rated above "satisfactory".*